

**BYLAW # 14-24-337**  
**A BYLAW OF THE COUNTY OF NORTHERN LIGHTS**  
**IN THE PROVINCE OF ALBERTA**

**BEING THE "MUNICIPAL EMERGENCY MANAGEMENT BYLAW"**

**WHEREAS** the Council of the County of Northern Lights is responsible for the direction and control of its emergency response and is required, under the Emergency Management Act, Chapter E-6.8, Revised Statutes of Alberta 2000 (current as of March 25, 2010), to appoint an Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency; and

**WHEREAS** it is desirable in the public interest, and in the interest of public safety, that such a committee be appointed and such an agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act;

**NOW, THEREFORE** the Council of the County of Northern Lights duly assembled, hereby enacts the following:

01. This By-law may be cited as the "Municipal Emergency Management By-law".
02. In this By-law:
  - (a) "Act" means the Emergency Management Act, Chapter E-6.8, RSA 2000;
  - (b) "Council" means the Council of the County of Northern Lights;
  - (c) "Emergency" means an event that has resulted or may result in serious harm to the safety, health or welfare of people, or widespread damage to property;
  - (d) "Emergency Advisory Committee" means the committee established under this By-law;
  - (e) "Emergency" means a present or imminent event that requires prompt co-ordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property;
  - (f) "Minister" means the Minister charged with administration of the Act;
  - (g) "Municipal Emergency Management Agency" means the agency established under this by-law;
  - (h) "Municipal Emergency Plan" means the emergency plan prepared by the Director of Emergency Management to co-ordinate response to an emergency or disaster;
03. There is hereby established a Emergency Advisory Committee to advise Council on the development of emergency plans and programs.
04. There is hereby established a Municipal Emergency Management Agency to act as the agent of Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew, or terminate a state of local emergency, nor the powers contained in Section 12 of this By-law.
05. Council shall
  - (a) by resolution appoint three (3) of its members to serve on the Emergency Advisory Committee;

- (b) provide for the payment of expenses of the members of the Emergency Advisory Committee;
  - (c) by resolution, on the recommendation of the Emergency Advisory Committee, appoint a Director of Emergency Management and Deputy Director;
  - (d) ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the County of Northern Lights;
  - (e) enter into joint agreements with other municipalities for purposes of providing or accepting mutual aid during emergencies and disasters;
  - (f) approve the County of Northern Lights's emergency plans and programs, and;
  - (g) review the status of the Municipal Emergency Management Program and related plans and programs at least once each year.
06. Council may
- (a) by by-law borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Municipal Emergency Management Agency; and
  - (b) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid agreements and/or regional plans and programs.
  - (c) on the recommendation of the Emergency Advisory Committee, appoint one or more Deputy Director(s) of Emergency Management who shall do those things required of the Director of Emergency Management in that person's absence.
07. The Emergency Advisory Committee shall
- (a) review the Municipal Emergency Management Program and related plans and programs on a regular basis; and
  - (b) advise Council, duly assembled, on the status of the Municipal Emergency Management Program and related plans and programs at least each once each year.
08. The Municipal Emergency Management Agency shall be comprised of one or more of the following:
- a) the Director of Emergency Management;
  - b) the Deputy Director of Emergency Management;
  - c) the Chief Administrative Officer of the Municipality;
  - d) R.C.M. Police N.C.O in charge or designate
  - e) Emergency Dispatch Service manager or designate
  - f) Chamber of Commerce or Board of Trade – local business representatives
  - g) Telus Telephones manager or designate
  - h) Alberta Transportation
  - i) Alberta Environment and Sustainable Resources representative or designate
  - j) Director of Public Works or designate
  - k) Religious Organizations
  - l) Alberta Social Services director or designate
  - m) Hospital/Public Health/Ambulance directors or designate
  - n) School Board or designate
  - o) Public Information officer or designate
  - p) Fire Chief or designate

- q) Utility Companies [gas/power] representatives
- r) Local FCSS Coordinators
- s) ham radio operators
- t) any one else who might serve a useful purpose in the preparation or implementation of the Municipal Emergency Plan.

09. The Director of the Emergency Management Agency shall

- (a) prepare and coordinate the Municipal Emergency Management Program and related plans for the County of Northern Lights;
- (b) act as director of emergency operations, or ensure that someone is designated under the Municipal Emergency Plan to so act, on behalf of the Municipal Emergency Management Agency; and
- (c) authorize and co-ordinate all emergency services and other resources used during an emergency, or
- (d) delegate duties and tasks as necessary to ensure conformance with paragraphs (a), (b) and (c).

10. The power to declare or renew a state of local emergency, the powers specified in Section 12 of this by-law, and the requirement specified in Section 15 of this by-law are hereby delegated to the Reeve/CEO, or the Deputy Reeve/CEO, alone, or in their absence, any two members of Council. This person(s) may, at any time when satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.

11. When a state of local emergency is declared, the person(s) making the declaration shall

- (a) ensure that the declaration identifies the nature of the emergency and the area of the County of Northern Lights in which it exists;
- (b) cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected; and
- (c) forward a copy of the declaration to the Minister forthwith.

12. Subject to Section 15, when a state of local emergency is declared, the local authority making the declaration may do all acts and take all necessary proceedings including the following:

- (a) cause the Municipal Emergency Plan or any related plans or program to be put into operation;
- (b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
- (c) authorize or require any qualified person to render aid of a type s/he is qualified to provide;
- (d) control or prohibit travel to or from any area of the County of Northern Lights;
- (e) provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of the County of Northern Lights;

- (f) cause the evacuation of persons and the removal of livestock and personal property from any area of the County of Northern Lights that is or may be affected by an emergency or disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
  - (g) authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
  - (h) cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary to appropriate in order to reach the scene of an emergency/disaster, or to attempt to forestall its occurrence or to combat its progress;
  - (i) procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within the County of Northern Lights for the duration of the state of emergency;
  - (j) authorize the conscription of persons needed to meet an emergency; and
  - (k) authorize any persons at any time to exercise, in the operation of the Municipal Emergency Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a state of local emergency.
13. When a state of local emergency is declared,
- (a) neither Council nor any member of Council, and
  - (b) no persons appointed by Council to carry out measures relating to emergencies or disasters,
- are liable for anything done or omitted to be done in good faith while carrying out a power or duty under this by-law, nor are they subject to any proceedings by prohibition, certiorari, mandamus or injunction.
15. When, in the opinion of the local authority declaring the state of local emergency, an emergency no longer exists in relation to which the declaration was made, the local authority shall, by resolution, terminate the declaration.
16. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when
- (a) a resolution is passed under Section 15;
  - (b) a period of seven days has lapsed since it was declared, unless it is renewed by resolution;
  - (c) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
  - (d) the Minister cancels the state of local emergency.
17. When a declaration of a state of local emergency has been terminated, the local authority who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected and shall notify the Minister as soon as it is reasonably practicable.

- 18. Should any section or part of this Bylaw to be found to have been improperly enacted, for any reason, then such section or part shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted has not been enacted as part of this Bylaw.
- 19. Bylaw #05-24-158 is hereby repealed.
- 20. This bylaw shall come into force and effect on the final day of passing thereof.

Read for the First time this 09<sup>th</sup> day of December, 2014.

Read for the Second time this 09<sup>th</sup> day of December, 2014.

Read for the Third time this 09<sup>th</sup> day of December, 2014.

*L. Anderson*  
Chief Elected Official

*Wan Oort*  
Chief Administrative Officer